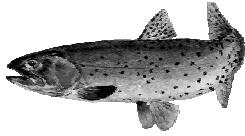




**Department of Fish & Game  
and  
Department of Water Resources  
Open Examination Announcement  
for  
FISH AND WILDLIFE TECHNICIAN  
Continuous Filing**



**About the State Examination & Hiring Process:** The first step in the State hiring process requires you to take a competitive examination for each separate permanent job classification. After you take and pass a State examination, you are ranked and placed on an employment list for that classification. Once you are placed on the employment list, you can apply for job openings in that classification. For more information on the State examination and hiring process, visit the Department of Fish and Game website at <http://www.dfg.ca.gov/jobs> or the Department of Water Resources at <http://www.water.ca.gov/jobs/currentexams.cfm>.

**Who May Apply:**

Persons who meet the Minimum Qualifications for Admittance as stated on this announcement may take this examination.

## How to Apply for this Examination

**Testing Periods:**

Testing is considered continuous as applications are accepted on a continuous basis. Application cut-off dates are:

**July 17**

**January 15**

Applications received after the cut-off dates will be held until the next administration of the exam.

**YOU MAY TEST ONLY ONCE IN A TWELVE-MONTH PERIOD.**

**Filing Instructions:**

**All applicants must complete and return the entire examination package which includes:**

1. **[The State Examination Application \(Form 678\).](#)**

You may obtain a State Application (Form 678) at Employment Development Department (EDD) offices, at Department of Fish & Game or Department of Water Resources offices, or you can download a Form 678 from the web at [www.spb.ca.gov/jobs/stateapp\\_adobe.htm](http://www.spb.ca.gov/jobs/stateapp_adobe.htm).

2. **[The Supplemental Application Questionnaire Package.](#)**

You may download the Supplemental Application Questionnaire Package from the web at <https://nrmsecure.dfg.ca.gov/FileHandler.ashx?DocumentID=14535>

The State Examination Application (Form 678) and Supplemental Application Questionnaire package **must be** completed and submitted either in person or by mail to:

Department of Fish and Game  
Attention: Exam Unit  
1416 Ninth Street, Room 1217-B  
Sacramento, CA 95814

**Applicants who do not complete both the State Examination Application (Form 678) and the Supplemental Application Questionnaire will be rejected from the examination.**

**Accommodations for  
Persons with  
Disabilities:**

If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the "Examination Application". The Exam Unit will contact you to make specific arrangements.

# Examination Information

<b>Type of Examination:</b>	This examination consists of a Supplemental Application Questionnaire weighted <b>100.00%</b> . To obtain a position on the eligible list, you must attain a minimum rating of <b>70.00%</b> . <b>COMPETITORS WHO DO NOT COMPLETE THE ENTIRE SUPPLEMENTAL APPLICATION QUESTIONNAIRE PACKAGE WILL BE REJECTED.</b>
<b>Scope of Examination:</b>	<p><u>Knowledge of:</u></p> <ol style="list-style-type: none"><li>1. General power tools, welding, carpentry, plumbing, concrete work, and painting.</li><li>2. Mathematics (e.g., algebra, basic geometry, cubic/linear feet etc.) for figuring size of tubing, modifications, and their applications to determine material requirements, interpret feed charts, load planting trucks, or as required.</li><li>3. Basic First Aid and CPR to use in case of on-the-job injury.</li><li>4. Equipment (e.g., forklifts, trucks, dozers, backhoes, egg pickers, fish crowders, etc.) and its operation and maintenance used in the propagation and management of fish and wildlife.</li><li>5. Methods, materials, and equipment used in fish hatchery and wildlife management activities in California.</li><li>6. Sampling methods and techniques used in hatcheries, fisheries, and wildlife management to ensure proper collection of samples, appropriate sample size, and number of specimens.</li></ol> <p><u>Ability to:</u></p> <ol style="list-style-type: none"><li>1. Follow oral and written instructions.</li><li>2. Communicate effectively with coworkers and the public.</li><li>3. Perform math (e.g., addition, subtraction, algebra, basic geometry, etc.) to interpret feed charts, load planting trucks, conduct spawning, determine correct size of materials for fabrication and/or modification of equipment.</li><li>4. Establish and maintain cooperative relations with those contacted in the workplace.</li><li>5. Work independently while carrying out assignments.</li><li>6. Convey information clearly to other staff when giving direction.</li><li>7. Analyze situations and take effective action.</li><li>8. Use various tools (manual and power) to perform maintenance and construction duties.</li><li>9. Perform a variety of skilled/semi-skilled mechanical and construction activities used in the management of fish and wildlife.</li><li>10. Direct the work of seasonal staff and volunteers.</li><li>11. Maintain facilities and/or equipment used in the management and/or propagation of fish and wildlife (e.g., fish screens, ladders, traps, egg pickers, trucks, tractors raceways, buildings, ponds, etc.).</li><li>12. Use basic computer applications (e.g., excel, data entry, hatchery operation software, email, power point, word, etc.) to enter data, draft correspondence and compile reports.</li></ol>
<b>Veterans Preference:</b>	Veterans' preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for and have requested these points. <b>VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE CREDITS.</b>
<b>Length of List Eligibility:</b>	Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. This examination will be administered on a continuous basis. Competitors will have the option of retesting after the 12-month testing period. Competitors choosing to retest and who are successful in the examination will be merged into the list in order of final score regardless of date. The highest score takes precedence regardless of examination date.

# Requirements for Admittance to the Examination

## Minimum Qualifications for Admittance:

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as Either "I", "II", or "III", etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

You must possess a valid driver license of the appropriate class (Class C) issued by the Department of Motor Vehicles. (Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.)

### **AND**

**EITHER I:** Six months of experience in the natural resources field such as parks, forestry, or fish and wildlife.

Note: Experience can include work at the private, city, county, and State level. Experience shall include but not be limited to: working with fish and/or wildlife at a hatchery, habitat or wildlife area; maintenance of forests parks, wildlife areas, hatcheries, etc.

Completion of one year of college with at least six semester units in the biological sciences may be substituted for the required experience. **Applicants must submit transcripts with their application if substituting college for the required experience. (Unofficial transcripts from an educational institution are acceptable.)**

Note: Acceptable classes include but are not limited to: Biology, Botany, Zoology, Ecology, Microbiology, Animal Biology, etc.

**OR II:** One year of experience in the mechanical or construction trades.

Note: This experience can include automotive, masonry, building structures, and landscaping. It must include the operation of automotive and/or construction equipment; woodworking and power tools; trucks, backhoes and/or small boats, etc.

## Special Personal Characteristics:

Aptitude for fish and wildlife conservation work, construction, repair, and maintenance work; willingness to live and work throughout the State, and work unusual hours and on Saturdays, Sundays, and holidays; willingness to do heavy manual labor; willingness to obtain Class A or B Commercial driver license; work in adverse weather conditions; keenness of observation; tact; and reliability.

## Special Physical Characteristics:

Ability to swim at least 50 yards and to stay afloat at least five minutes; good physical condition; and ability to lift 40 pounds.

## Additional Desirable Qualifications:

Education equivalent to completion of the 12th grade.

## Make Sure You Also Meet These Conditions:

Applications and any attached resumes require employment history information including "to" and "from" dates (month/day/year), time base, and if applicable, civil service class titles. Applications and any attached resumes received without this information MAY BE REJECTED because of incomplete information.

## Position Information

**Position Description:** This is a recruiting and developmental class in which employees, under supervision, perform a variety of tasks in fish and wildlife conservation work at fixed or temporary installations in the natural habitat and fish hatcheries; work in a major phase of the operation of a fish hatchery; or act as lead of a small crew engaged in fish and wildlife habitat improvement work, fish planting, counting, or egg collection activities; and do other related work. Positions exist statewide.

**Salary Range:** Range A: \$2,779 – 3,216

This range will apply to those individuals who do not meet the criteria for Range B.

Range B: \$2,884 – 3,506

Shall apply to persons who have satisfactorily completed the equivalent of two years experience as a Fish and Wildlife Technician, Range A; **OR**

This range may apply to persons who have the equivalent of two years of satisfactory experience outside State service performing duties comparable to those of a Fish and Wildlife Technician, Range A, or two years experience in fish hatchery work. (Sixty semester units of college with courses in biological sciences, fisheries management, or a related field may be substituted for one year of experience.)

## Questions?

If you have any questions concerning the Fish and Wildlife Technician examination or the testing process, you may contact Cynthia Keisler, Exam Analyst with the Department of Fish & Game, Human Resources Branch at (916) 653-8120 or visit the Department of Fish & Game website at [www.dfg.ca.gov](http://www.dfg.ca.gov). You may also contact Michelle Hill, Exam Analyst with the Department of Water Resources, Human Resources Branch at (916) 653-4838 or visit the Department of Water Resources website at [www.water.ca.gov/](http://www.water.ca.gov/).

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## Additional General Information

### **IMPORTANT: What to do if you have not received any notifications**

For Examinations without a Written Feature: If you have not received your results within eight (8) weeks after the cut-off date, it is your responsibility to contact the Department of Fish & Game, Human Resources Branch at (916) 653-8120 or the Department of Water Resources, Human Resources Branch at (916) 653-4838.

### **Remember, Examinations are Competitive**

If you possess the entrance requirements stated on this bulletin, you may take this competitive examination; however, you are not assured a place on the eligibility list. Your performance in the examination is compared to established rating criteria. All candidates who pass are ranked according to their scores.

### **How Qualifications are Rated**

**General Qualifications for all Examinations:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

### **Additional List Information**

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multi departmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

**Veterans Preference:** California law allows granting of veterans preference points in open entrance examinations and open nonpromotional examinations. Effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS. Directions for applying for veteran's preference points are on the Veterans Preference Application form (Form 1093) which is available from the Department of Fish & Game, Department of Water Resources, State Personnel Board offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

### **Miscellaneous Information**

**High School Equivalence:** Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and/or accounting classes, substitution of business college work in place of high school on a year-for-year basis.

The Department of Fish & Game and the Department of Water Resources reserve the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

#### **California Relay (Telephone) Service for the Deaf or Hearing-Impaired**

**From TDD phones: 1-800-735-2929**

**From voice phones: 1-800-735-2922**

THE DEPARTMENT OF FISH & GAME AND THE DEPARTMENT OF WATER RESOURCES OFFER EQUAL OPPORTUNITY TO ALL REGARDLESS OF SEX, MARITAL STATUS, RACE, COLOR, RELIGION, POLITICAL AFFILIATION, NATIONAL ORIGIN, ANCESTRY, AGE, SEXUAL ORIENTATION, DISABILITY, OR MEDICAL CONDITION.

IT IS THE OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICANTS FOR STATE SERVICE ARE EXPECTED TO BE DRUG-FREE.